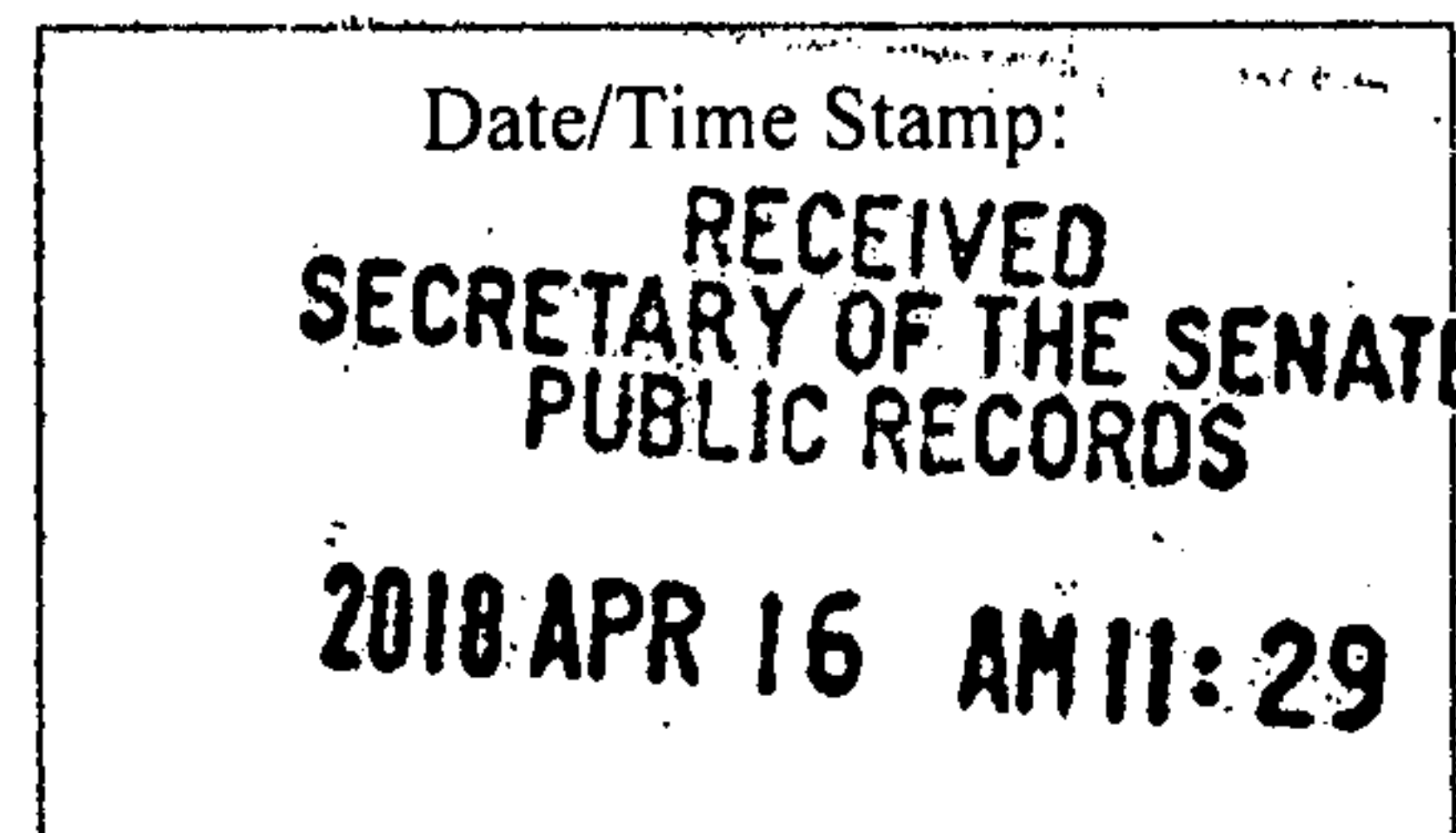


Employee Post-Travel Disclosure of Travel Expenses

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**



In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): The Aspen Institute, Inc.

Travel date(s): April 5-6, 2018

Name of accompanying family member (if any): None

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input checked="" type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount	\$100.00 per participant round trip bus	\$93.00 for 1 night	\$59.25	\$110.28 meeting room fees (includes meeting facilities, set up/take down, cleaning, meeting materials)

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): See attached agenda

4/16/18
(Date)

Ryan Martin
(Printed name of traveler)

[Signature]
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

4-16-18
(Date)

[Signature]
(Signature of Supervising Senator/Officer)

Date/Time Stamp:

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics** in SH-220. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Ryan Martin

Employing Office/Committee: Senate Finance Committee

Private Sponsor(s) (list all): The Aspen Institute, Inc.

Travel date(s): April 5-6, 2018

*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*

Destination(s): McHenry, Maryland

Explain how this trip is specifically connected to the traveler's official or representational duties:

As the Senior Human Services Advisor for Senate Finance Chairman Hatch, I am responsible for legislation, hearings, and other efforts related to anti-poverty programs under the jurisdiction of the Committee. I also oversee federal child welfare programs, which includes a focus on addressing substance use issues.

Name of accompanying family member (if any): None

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

2/5/18
(Date)


(Signature of Employee)

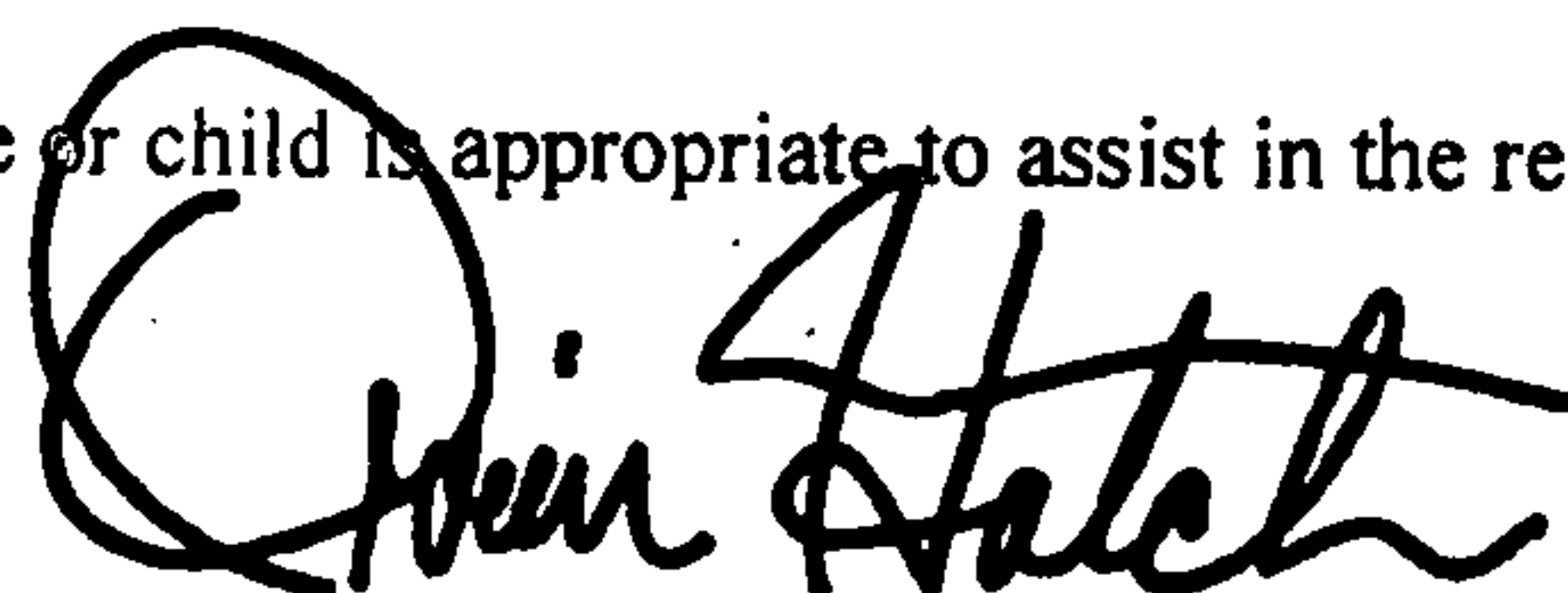
TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Orrin G. Hatch hereby authorize Ryan Martin
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

2/6/18
(Date)


(Signature of Supervising Senator/Officer)

Martin, Ryan (Finance)

From: Doug Mesecar <dougmesecar@gmail.com>
Sent: Friday, March 2, 2018 10:53 AM
To: Martin, Ryan (Finance)
Subject: INVITE: Aspen Institute -- Senior Congressional staff network re: Mobility from Poverty

Hi Ryan — I had an old email address for you. Laura Berntsen set me straight.

Please forgive the late notice on this, but wanted to invite you and see if you can attend. If you can attend, I will follow-up immediately with Ethics paperwork that you will need to submit by March 6. Thanks!

I am writing to update you on the senior Congressional staff network re: mobility from poverty that the Aspen Institute launched in August with a site visit to Cleveland. We were encouraged by the level of learning, engagement, and discussion -- and also encouraged that the senior staff who participated expressed strong interest in joining a second meeting.

We are planning a second meeting of this group that will focus on rural poverty issues and I am hopeful that you are able to participate.

We are reconvening the group for a two-day/one-night meeting in Garrett County, MD, on April 5th & 6th. Would you be able to attend?

I am a consultant to Aspen on this project and will be leading the planning and facilitation of this site visit. We are planning the second convening to focus on two sets of issues: the unique challenges of rural poverty and the nexus between intergenerational poverty and the criminal justice system (particularly the challenges around housing, education, job training, employment, and the physical and mental health of those who have been involved in the justice system).

The convening will follow a structure similar to the first convening:

Keynote address: We'll begin with an overview of rural poverty issues, including the mechanisms that reinforce poverty for families in rural areas, the unique challenges that rural settings can pose for interventions designed to increase mobility from poverty, and a brief history of Federal interventions meant to address these challenges.

Site visit: The Garrett County Community Action Committee (GCCAC) in Oakland, Maryland is one of the most robust rural community partnership efforts in the country, utilizing a universal, "through any door" intake assessment model and an unusually wide range of partners to deliver coordinated services to assist low-income families in moving to economic self-sufficiency. GCCAC serves roughly 30 percent of county residents and provides a single point of entry for families requiring early education, child care, financial education and tax

preparation, economic crisis services (e.g., preventing utility turn-off or eviction), housing and shelter services, health services, nutrition services, transportation services, and prisoner re-entry assistance/legal referrals. Approximately 55 percent of GCCAC's income comes from federal sources. We'll meet separately with GCCAC staff and with families served by GCCAC.

Other planned discussion topics include:

- * Challenges and opportunities of rural labor markets and delivery of social services in rural America
- * Overview of prisoner re-entry and impact on mobility from poverty (with emphasis on rural context)
- * Addressing substance abuse and behavioral health

Aspen Institute will cover all expenses related to participation and will follow all ethics rules, including preparing pre- and post-meeting ethics forms.

Please let us know: (1) whether April 5th and 6th work for your schedule; and (2) any guidance or feedback on the content planning for this site visit. I would be happy to schedule a call or in-person meeting to get your ideas and advice.

Thanks,
Doug

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

-
1. Sponsor(s) of the trip (please list all sponsors):
The Aspen Institute, Inc. (Education and Society Program)
 2. Description of the trip: Aspen Institute Education and Society program sponsored convening for senior Congressional staffers responsible for various programs and policies that affect mobility from poverty
 3. Dates of travel: April 5-6, 2018
 4. Place of travel: McHenry, MD
 5. Name and title of Senate invitees: Please see attached roster
 6. I *certify* that the trip fits one of the following categories:
☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
– OR –
☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
 7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
– AND –
☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
 8. I *certify* that:
☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
– AND –
☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and **one** overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

– OR –

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and **two** overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

– OR –

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The Aspen Institute is the sole sponsor of this retreat and is solely responsible for the development and execution of the convening. (see continued response)

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

The Aspen Institute is an educational and policy studies non-profit organization whose mission is to foster leadership based on enduring values and provide a non-partisan forum for the exchange of ideas.
(see continued response)

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

The Aspen Institute has a nearly forty year history of conducting non-partisan educational forums, which often include Members of Congress and staff. The Education and Society Program has been conducting convenings for Congressional staff for eleven years.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

The Aspen Institute organizes numerous educational activities,including educational briefings,roundtables, forums, and conferences for a diverse range of attendees including federal and state policymakers, business and organizational leaders, members of the press and the general public. (continued response)

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$100.00 per participant round trip bus transportation or \$196.20 mileage roundtrip	\$93.00 for 1 night	\$59.25	\$110.28 meeting room fees (includes meeting facilities, set up/take down, cleaning, meeting materials)

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

b) Specifically with regard to Congressional staff participation in order to support their learning on recent trends in economic mobility and new evidence on programs designed to increase mobility from poverty.

18. Reason for selecting the location of the event or trip

The Garrett County Community Action Committee, Oakland, MD site visit will allow participants to observe firsthand the challenges related to mobility from poverty. (see continued response)

19. Name and location of hotel or other lodging facility:

The Lodge at Wisp, 290 Marsh Hill Road, McHenry, MD 21541

20. Reason(s) for selecting hotel or other lodging facility:

Easily accessible with sufficient lodging and meeting space for participants close to the rural site visit in Oakland, MD.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Rooms are \$93.00 per day, which reflects the per diem limit

Meals 4/5/18 \$38.25, 4/6/18 \$21.00, which reflects the per diem limit

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Roundtrip ground transportation via coach bus or mileage will be reimbursed for participants' travel by car

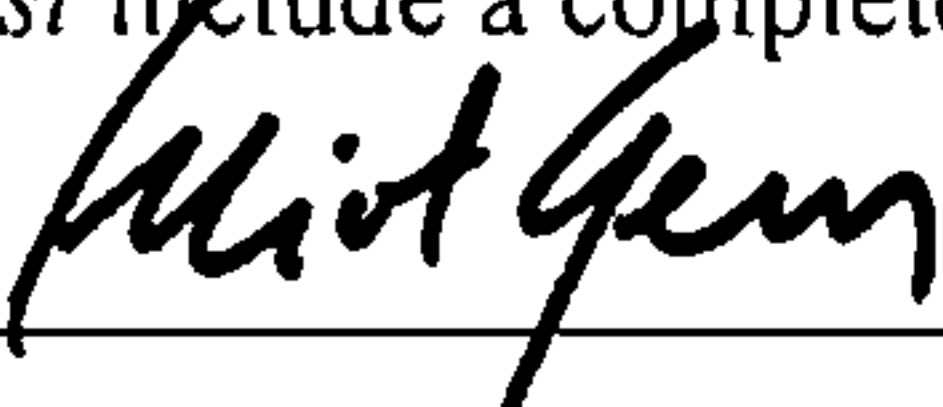
23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

none

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor:



Name and Title: Elliot Gerson, Executive Vice President, Policy & Public Programs

Name of Organization: The Aspen Institute

Address: 2300 N Street NW, Suite 700, Washington, DC 20037

Telephone Number: 202-736-5859 (Lisa Jones, Deputy General Counsel)

Fax Number: 202-467-0790

E-mail Address: lisa.jones@aspeninst.org

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM
SIGNATURE PAGE FOR ADDITIONAL SPONSOR
(to be completed by each additional sponsor)

I hereby *certify* that the information contained on pages 1-4 of the certification form and any accompanying addenda, all submitted in connection with the _____ trip
to _____ is true, complete, and correct.
Dates of Travel (Month Day, Year)
Place of Travel

Signature of Travel Sponsor: _____

Name and Title: _____

Name of Organization: _____

Address: _____

Telephone Number: _____

Fax Number: _____

E-mail Address: _____

Instructions

(Do not file the Instructions with OPR)

General Instructions

- The Senate Select Committee on Ethics ("Ethics Committee") has developed guidelines for evaluating privately-sponsored trips and for judging whether trip expenses are reasonable. Trip sponsors should consult the *Senate Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel*, including the *Glossary of Terms*, prior to filling out the *Private Sponsor Travel Certification Form* and contact the Ethics Committee at (202) 224-2981 with any additional questions. The Ethics Committee will make the final determination as to whether the expenses incurred during a privately-sponsored trip are reasonable.
- If there are multiple sponsors, they should jointly complete one *Private Sponsor Travel Certification Form* for the trip. Each travel sponsor should complete the signature block.
- When evaluating a trip proposal and judging the reasonableness of expenses, the Ethics Committee will consider the following factors:
 - a. the stated mission of the organization sponsoring the trip;
 - b. the organization's prior history of sponsoring congressional trips, if any;
 - c. other educational activities performed by the organization besides sponsoring congressional trips;
 - d. whether any trips previously sponsored by the organization led to an investigation by the Select Committee on Ethics;
 - e. whether the length of the trip and the itinerary is consistent with the official purpose of the trip;
 - f. whether there is an adequate connection between a trip and official duties;
 - g. the reasonableness of the total amount spent by a sponsor of the trip;
 - h. whether there is a direct and immediate relationship between a source of funding and an event;
 - i. the maximum *per diem* rates for official Federal Government travel published annually by the General Services Administration, the Department of State, and the Department of Defense;
 - j. whether travel to a location or event is arranged or organized without regard to congressional participation, or whether it is specifically organized for Congressional staff; and
 - k. any other factor deemed relevant by the Select Committee on Ethics.

Consult the *Senate Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel*, including the *Glossary of Terms*, for further discussion of these factors.

- Responses to each question should be brief, consistent with the requirement to provide all relevant information. Attach additional pages, as necessary.
- To allow sufficient time for the Ethics Committee to review requests for privately sponsored travel, the participating Senate Members, officers, and employees must submit the completed form to the Ethics Committee at least **thirty (30) days** before the date of the proposed trip.

Filling out the Private Sponsor Travel Certification Form (Question by Question Instructions)

1. *Sponsor(s) of the trip (please list all sponsors):* A sponsor of a trip is any person, organization, or other entity contributing funds or in-kind support for the trip. A sponsor must have a significant role in organizing and conducting a trip and must have a specific organizational interest in the purpose of the trip. If Members, officers, and employees are participating in an event or fact-finding trip in connection with their duties, they may accept necessary travel expenses only from the event or trip sponsor.
2. *Description of the trip:* Provide a brief statement about the purpose of the trip.
3. *Dates of travel:* Provide the dates of departure and return.
4. *Place of travel:* Provide the destination(s) for the trip.
5. *Name and titles of Senate invitees:* Provide the name and title for each Senate Member, officer, or employee who is invited on the trip.
6. *I certify that the trip fits one of the following categories:* A Senate Member, officer, or employee may accept privately sponsored travel only from sponsor(s) of a trip that fits one of the categories listed. Consult the instructions for question 9 to determine if the trip meets the lobbyist accompaniment standard.
7. *Financing of the trip, earmarked funds and in-kind contributions:* Senate Members, officers, and staff may not accept privately-sponsored travel funded by a registered lobbyist or foreign agent. Members, officers, and staff may not participate in privately-sponsored travel when the sponsors accept funds or in-kind contributions earmarked for this particular trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal. Earmarking includes any direction, agreement, or suggestion -- formal or informal -- to use donated funds, goods, services, or other in-kind contributions for a particular trip or purpose.
8. *Lobbyist/agent of a foreign principal involvement:* Senate invitees may not participate in trips planned, organized, arranged, or requested by a lobbyist or foreign agent in more than a *de minimis* way, which means negligible or inconsequential. It would be considered inconsequential for one or more lobbyists or foreign agents to serve on the board of an organization that is sponsoring travel, as long as the lobbyists or foreign agents are not involved in the trip. It is also permissible for a lobbyist to respond to a trip sponsor's request to identify Senate invitees with interest in a particular issue relevant to a planned trip. However, a lobbyist is not allowed to solicit or initiate communication with a trip sponsor, have control over which Senate employees are invited on a trip, extend or forward an invitation to a participant, determine the trip itinerary, or be mentioned in the invitation.

Example: A trip sponsor that is a § 501(c)(3) non-profit organization asks a lobbyist to recommend staffers who might be most interested in joining a trip to the U.S.-Mexican border. If a lobbyist knows a staffer who has a particular interest in the DEA's activities at the border, then providing that information (in light of the trip sponsor's request), in and of itself, would not exceed a *de minimis* level of participation, and would be permitted. However, it would not be permissible for the lobbyist to initiate contact with the trip sponsor to suggest that a particular Senate staffer be invited or forward an invitation to that staffer. Consult the instructions for question 9 to determine if the trip meets the lobbyist accompaniment standards.

9. *Lobbyist/agent of a foreign principal accompaniment standards:* Senate Members, officers, and staff may not accept privately-sponsored travel from an entity that retains or employs one or more federally-registered lobbyists or foreign agents unless one of the listed scenarios applies. *At any segment of the trip* means lobbyists may not accompany the Senate invitee for parts of the travel to and from the event (not at the event itself or the location being visited). *At any point throughout the trip* means lobbyists may not accompany Senate invitees at any point to and from the event, at the event itself, or at the location being visited, other than in a *de minimis* way. This is a broader prohibition than the *at any segment of a trip* standard.

“De minimis” exception: Both lobbyist/agent of a foreign principal “accompaniment” prohibitions include a *de minimis* exemption. *De minimis* means negligible or inconsequential. The mere coincidental presence of a lobbyist or foreign agent at an event would likely be considered *de minimis*. But in making the final determination, the Ethics Committee will consider the totality of the circumstances, including the amount of time lobbyists or foreign agents are present at the event; the amount of direct contact they have with Senate invitees; and the amount of control a trip sponsor has over their presence or contact with Senate guests. For example, if the trip includes attendance at an event considered widely-attended under Rule 35(1)(c)(18), the trip sponsor is unlikely to know all attendees present. Thus, it is likely to be permissible for such widely-attended events to include both a Senate guest and a lobbyist. Similarly, an organization cannot possibly know all the other passengers taking the same flight or other common carrier to a given destination. Accordingly, the sponsor does not need to certify that it knows for certain that no lobbyist or foreign agent will be on such a common carrier.

10. *If travel includes two overnight stays:* The Ethics Committee may approve two overnight stays for trips sponsored by an entity that employs or retains one or more lobbyists or foreign agents under certain conditions. Consult Committee regulations for additional information.
11. *An itinerary for the trip is attached to this form:* The Ethics Committee will not review the trip request without a detailed (hour-by-hour), complete and final itinerary for the trip. As a general matter, the Ethics Committee advises that each travel day contain a minimum of 6 hours of officially-related activities for Senate invitees.
12. *Briefly describe the role of each sponsor in organizing and conducting the trip:* A sponsor must have a significant role in organizing and conducting a trip and must have a specific organizational interest in the purpose of the trip.
13. *Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:* Provide a brief description of the stated mission of each sponsor and how it relates to the trip.
14. *Briefly describe each sponsor’s prior history of sponsoring congressional trips:* Provide a brief discussion of the sponsor’s history of sponsoring congressional travel. It is not necessary to list every trip.
15. *Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):* Provide a brief description of the educational activities performed by each sponsor. It is not necessary to list every individual activity; the description may be by kind or category of educational activity involved.
16. *Total expenses for each participant:* Indicate whether the figures provided are actual amounts or good faith estimates by checking the appropriate box. All trip expenses should be included. Expenses other than those for transportation, lodging, and meals must be individually listed and specified. Attach additional pages as necessary.

17. *Congressional participation:* For events that are arranged without regard to congressional participation (for example, annual meetings, conferences, seminars, and symposiums of trade associations, professional societies, business associations, and other membership organizations), the Ethics Committee may, but is not required to, allow Senate Members, officers, and employees to accept lodging and meal expenses that are commensurate with what is customarily provided to non-congressional attendees in similar circumstances. For events specifically arranged around congressional participation, lodging, meal expenses and other expenses must be "reasonable" in accordance with Ethics Committee regulations.
18. *Reason for selecting the location of the event or trip:* The location of the trip *must be related to its purpose*. A brief but detailed description of the reason for the selection of the location must be provided.
19. *Name and location of hotel or other lodging facility:* Include the exact name and address of the hotel or other lodging facility.
20. *Reasons for selecting hotel or other lodging facility:* Provide an explanation of the sponsor's rationale for selecting the particular lodging, include information such as proximity to the airport or site to be visited.
21. *Describe how the daily expenses for lodging, meals, and other expenses provided to trip participant compare to the maximum per diem rates for official Federal Government travel:* Where feasible and available, trip expenses for lodging and meals should generally be comparable to the government *per diem* rates. The circumstances surrounding a particular trip may legitimately require lodging and meal expenses to exceed these rates. Consult the Ethics Committee regulations for additional information.
22. *Describe the type and class of transportation being provided:* While coach or business-class fare may be accepted, first-class fare for any mode of transportation may be permitted only under limited conditions and only with specific prior written approval by the Ethics Committee. Transportation on a private or charter aircraft is not permitted for privately-sponsored travel under any circumstances.
23. *Expenses for recreational activity, alcohol, or entertainment:* The only recreational or entertainment activities that will be approved by the Ethics Committee are those that are provided to all attendees and are an integral part of an event. Alcoholic beverages are not considered to be a reasonable expense.
24. *List any entertainment that will be provided to, paid for or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:* Entertainment expenses that are not provided to all attendees and deemed an integral part of the event will not be approved by the Ethics Committee.
25. *Certification:* The trip sponsor *must* sign the form and certify that the information is true, complete, and correct. For trips with more than one sponsor, each additional sponsor *must* complete its own signature page and certify that the information contained in the form is true, complete, and correct.

**Aspen Retreat for Senior Congressional Staff Network
on Mobility from Poverty**

Mobility from Poverty: Rural Poverty and Criminal Justice Reform

The Lodge at Wisp
290 Marsh Hill Road
McHenry, MD 21541
301-387-5581

April 5 & 6, 2018

AGENDA

Retreat Goals:

- Build on the foundation of learning established at the August, 2017 Mobility from Poverty retreat and spark discussion around two high-profile challenges affecting policymakers' efforts to increase economic mobility in America:
 - the changing nature of poverty in rural areas, including a dramatic rise in substance abuse and mortality among middle-aged white adults without college degrees;
 - and the nexus between poverty and the criminal justice system.
 - Understand how a sharp increase in incarceration rates over time has affected low-income families and communities, and how interactions with the criminal justice system can affect vulnerable families trying to move out of poverty, especially re-entry and collateral consequences for those who become entangled with the criminal justice system.
- Engage in active learning and build working relationships with experts and practitioners from various fields of expertise, as well as with colleagues from different parties and chambers.

Thursday, April 5, 2018

8:00 AM	Bus transportation - bus pickup location is the east curb of Peace Circle (1st & Pennsylvania Ave, NW)
11:15 AM	Arrival at Garrett County Community Action Committee site
11:30 – 12:00 PM	Working Lunch
12:00 – 12:30 PM	Welcome & Objectives
	To guide the retreat's discussion, Congressional staffers and faculty members will begin by sharing their top two learning objectives for the convening.
12:30 – 1:45 PM	<u>Session I: Understanding rural poverty in context</u> Faculty: Bruce Weber , Emeritus Professor and Director Rural Studies Program, Oregon State University

Guiding Questions:

- *What are the characteristics of rural areas that may help or hinder mobility from poverty (e.g., the role of proximity to cities, natural amenities, and the legacy of single-employer dominated economies)?*
- *What is the role of migration patterns and immigration in shifting the population and poverty levels in rural areas?*
- *How does the diversity of rural poverty, including areas of persistent, concentrated poverty (including in the Rio Grande, central Appalachia, Mississippi Delta/Black Belt crescent, and on reservations) affect mobility from poverty?*
- *What key trends affect mobility from poverty, such as:*
 - *Changes in family composition (large increases in births out of wedlock and female-headed households);*
 - *Changes in the share of rural poor who work and the share of those who are working that are poor;*
 - *How the rural poor and rural areas access Federal assistance*
- *How strong is the relationship between educational attainment and labor market outcomes in rural areas, including low levels of educational attainment being associated with higher poverty and unemployment rates?*
- *What are the challenges in access to public health services, high quality public schools and child care, and public transportation in rural settings?*
- *What can be learned from prior experience of place-based Federal policy-making, including recent efforts like promise zones in the Kentucky highlands and the Stronger Economies Together project in Nebraska, and the lack of a strong rural evidence-base?*

1:45 – 2:00 PM

Break

2:00 – 5:00 PM

Site visit: Garrett County Community Action Committee
104 E Center St, Oakland MD 21550

Key site visit participants:

- **Duane Yoder** – President of GCCAC
- **Gregan Crawford** – Vice President of GCCAC

Staff will take a walking tour of the GCCAC facility and observe the operations taking place there. Then staff will participate in a briefing with GCCAC staff about the work being performed in Western Maryland to support families in poverty, experiencing substance abuse, and/or interacting with the criminal justice system. Staff will also have the opportunity to meet and talk with families that GCCAC serves. Finally, there will be time for staff-only reflection on the site visit and issues to discuss further in the following day's sessions.

Guiding Questions:

How do Federal programs support GCCAC efforts to serve Western Maryland? If so, what programs and in what ways (funding, programs, policies, etc.)? If not, why not, and are there ways that can be addressed?

What other resources or programs at the state or local levels does GCCAC leverage?

What service and support trends are emerging - both positive and negative? How has the balance of services provided changed over time?

How does GCCAC gather, organize and use information and data about services needed and services provided?

How can service delivery be evaluated for results? Is that possible given small numbers of participants? What cost implications are there?

Is there a need for cross-state service delivery? Is that possible? If not, are partnerships or other arrangements possible?

- *Are there structural obstacles to solving rural labor market issues? For example, do benefit tiers encourage or discourage work (ie, is there a poverty trap where additional income leads to significant benefit reductions that outweigh income increases?)*
- How does GCCAC leverage partnerships (public, private, etc.) to support and enhance its service delivery model?*

5:00 – 5:15 PM

Travel to Hotel

6:30 PM

Networking Reception with Expert Faculty

*Sundown Village resort location
Yurt D DOLOMITE*

Staffers will have the opportunity to network with participants during the reception.

7:00 – 8:30 PM

Working Dinner with Discussion of Earlier Sessions

Yurt E ENDICOTT

Staff and faculty will have the opportunity to discuss the themes that emerged from the opening keynote and the issues raised from the site visit.

Friday, April 6, 2018

7:30 – 8:30 AM

Breakfast

MORRIS ROOM

8:30 – 9:45 AM

Session II: The challenges and opportunities of rural labor markets

*CRAWFORD
ROOM*

Faculty:

- **Brian Thiede**, Assistant Professor of Rural Sociology, Economics, and Demography, Penn State University
- Ines Polonius**, Chief Executive Officer of Communities Unlimited, Inc.
- Shawn Bender**, Vice President, Beitzel Corporation

Guiding Questions:

What historical and structural challenges do rural labor markets face, including historical differences in educational investment (because of the nature of past employment opportunities), and changes in age and family structure?

Are there cultural challenges (including the changing nature of work) and economic challenges facing rural area trying to diversify or compensate for the loss of a major employer?

- *How do thin markets in child care, housing, and transportation makes job acquisition or job switching more difficult (and employment stability more challenging for low-income workers)?*

How does immigration in some rural communities affect labor markets and ancillary social service systems?

9:45 – 10:00 AM	Break	
10:00 – 11:30 AM	<u>Session III: Addressing substance abuse</u> Faculty: <ul style="list-style-type: none"> • Shannon Monnat, Professor of Sociology, Syracuse University • Mark O'Brien, Vice President, Addiction Policy Forum Guiding Questions: <ul style="list-style-type: none"> • <i>What social precursors have generated the vulnerability to the opioid epidemic?</i> • <i>What geographic variation exists in opioid/substance abuse and can it be explained in part by indicators of economic, social, and family distress?</i> • <i>What short-term stresses in rural areas for coping with service demands exist and what are the long-term demographic implications?</i> • <i>What are the limitations of just focusing on treatment and how can more comprehensive solutions be crafted/supported?</i> • <i>What has been shown to be effective in prevention (and abstinence) efforts, as well as for treatment and recovery?</i> <i>How does substance play into the larger criminal justice trends around incarceration and re-entry?</i>	CRAWFORD ROOM
11:30 – 12:30 PM	Lunch	MORRIS ROOM
12:30 – 2:00 PM	<u>Session IV: Re-entry and collateral consequences from criminal justice involvement</u> Faculty: <p>Jordan Richardson, Senior Policy and Research Analyst, the Charles Koch Institute</p> <p>Chidi Umez, Project Manager, Criminal Records Project, Council of State Governments Justice Center</p> Guiding Questions: <ul style="list-style-type: none"> • <i>What are the underlying causes for the rapid increase in incarceration rates in the last 30+ years?</i> • <i>What is the need for a rationalization between social services and criminal justice (many of the same end users; more effective social policy should be considered a public safety measure)?</i> <i>What are the issues around restitution (arriving at an arrangement that allows for victims' restitution, by promoting economic opportunity for ex-felons, can be a powerful counterbalance for some folks who may otherwise prioritize punishment)</i> <ul style="list-style-type: none"> • <i>Are there issues related to occupational licensing (e.g., access to driver's licenses) and access to services like housing that create barriers or to lead to perverse negative outcomes for those entangled in the justice system?</i> <i>What have we learned about what works in successful re-entry and what has limited or encouraged data sharing?</i>	CRAWFORD ROOM

- *Are re-entry efforts sufficiently targeted to those who need the services/support the most?*
How can re-entry be more than just a corrections effort? What is the role of health and mental health agencies?
- *What are the unique challenges to re-entry in the rural context?*
- *Are rural areas lagging urban areas in implementing criminal justice reforms, which is leading to larger subsets of rural populations being affected?*

2:00 – 2:15 PM	Break + Complete Retreat Evaluation
2:15 – 2:30 PM	Final Observations from Expert Faculty
2:30 – 3:00 PM	Taking Stock: Staff Reflections and Feedback to Guide Next Steps Adjourn
3:15 PM	<i>Buses depart from lobby (drop off is the east curb of Garfield Circle (1st & Maryland Ave, SW).</i>

**Aspen Retreat for Senior Congressional Staff Network
on Mobility from Poverty**

Mobility from Poverty: Rural Poverty and Criminal Justice Reform

The Lodge at Wisp
290 Marsh Hill Road
McHenry, MD 21541
301-387-5581

April 5 & 6, 2018

Please provide names and titles of ALL Senate Members and employees you are inviting.

The Senate employees invited (listed below) are senior staff responsible for various programs and policies related to mobility from poverty; they are invited specifically because of their issue portfolio to meet with leaders and poverty experts from state, local, research, and support organizations to engage in non-partisan dialogue on the impact of federal policy on mobility from poverty.

SENATE CONGRESSIONAL STAFF

Laura Bernstein

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Finance Committee
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Beth Cooper

Minority Professional Staff
Senate Committee on Banking, Housing, and Urban Affairs
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Bruce Evans

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Livia Lam

Legislative Director,
Senator Patty Murray
livia_lam@murray.senate.gov